

Sullivan County NH

Type of Meeting: Sullivan County Board of Commissioners – Public Meeting Minutes

Date / Time: Apr 19, 2005; 1:30 p.m.

Place: Sullivan County Unity Complex / Nursing Home / Activities
Room 1st Floor

ATTENDEES: Commissioner Donald S. Clarke - *Chair*, Bennie C. Nelson - *V. Chair* and Ethel Jarvis - *Clerk*; Ed Gil de Rubio - *County Manager*; Sharon Johnson-Callum (minute taker).

OTHER ATTENDEES ARRIVING LATER: Greg Chanis – *Facilities & Operations Director*, Scott Hagar – *DOC Superintendent*, James Lowe – *Argus Champion Staff Reporter*, and Mr. Girard.

1:31 Commissioner Clarke, Chair, brought the meeting to order. Commissioner Nelson led all in the *Pledge of Allegiance*.

Commissioner Clarke explained the Board and County Manager needed to take a NHAC tele-conference call, which was brought to their attention just before the meeting began. He indicated they would recess the meeting.

1:33 *County Manager and Commissioners left the room to take the call in the County Manager's office.*

Argus Champion Staff Reporter, James Lowe, entered room.

1:50 *The County Manager and the Commissioners re-entered room.*

1:52 *Mr. Girard entered room.*

Commissioner Clarke apologized for their absence and noted to those in attendance the call involved NHAC and all County Commissioners and pertained to issues regarding the State budget - the downshifting of funding responsibilities to all NH counties.

AGENDA ITEM NO. 1 MEETING MINUTES

APRIL 4, 2005 EXECUTIVE SESSION

1:54 A motion was made by Commissioner Jarvis to approve the Apr 4, 2005 Executive Session meeting minutes. Commissioners Nelson seconded the motion. There was no discussion. A voice vote was taken and carried, unanimously, in favor of the motion.

APRIL 4, 2005 EXECUTIVE SESSION

1:55 A motion was made by Commissioner Jarvis to unseal the April 4, 2005 Executive Session meeting minutes. There was no second to the motion, therefore motion failed.

APRIL 4, 2005 EXECUTIVE SESSION

1:56 A motion was made by Commissioner Nelson to leave the minutes sealed until they had completed their discussions on the issue. Commissioner Clarke seconded the motion. There was no discussion. A voice vote was taken, with Commissioner Clarke and Nelson in favor. Commission Jarvis apposed the motion. The motion carried with the majority.

APRIL 5, 2005 PUBLIC MEETING MINUTES

1:57 Commissioner Nelson made a motion to accept the minutes as typed. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken with all in favor.

APRIL 5, 2005 EXECUTIVE SESSION

1:58 Commissioner Jarvis made a motion to accept the April 5, 2005 Executive Session meeting minutes as typed. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken, with all in favor. Motion carried unanimously.

APRIL 5, 2005 MEETING MINUTES

1:59 A motion was made by, Commissioner Jarvis, to unseal the April 5th, Executive Session meeting minutes. Commissioner Nelson seconded the motion. There was no further discussion. The motion carried with all in favor.

AGENDA ITEM NO. 2 NH STATE COURT HOUSE LEASE

Minute taker indicated the NH State Court House Lease, reviewed at April 5th meeting, was placed back on the agenda as no formal motion was made. County Manager indicated, as it was an exercise of a renewal options by the lessee no formal motion was needed. Commissioner Clarke noted the lease wording did not specifically site the space being leased was on both the 1st and 3rd floor, and that when the County Manager made an appointment with Peter Goodwin, this should be reviewed, also.

AGENDA ITEM NO. 3 DOC REPORT

As the DOC Superintendent was not present, Commissioner Clarke skipped while minute taker left room to contact Superintendent.

AGENDA ITEM NO. 4 FACILITIES AND OPERATIONS

UNITY COMPLEX APARTMENTS

Commissioner Jarvis questioned the timing of the letters and asked why the eviction was needed

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at this point, prior to the building committee and CHA completing the feasibility study. The County Manager and Facilities Director discussed the deferred maintenance and poor status of the apartments. Chanis confirmed the eviction had been discussed informally with the tenants, who he confirmed were waiting for a formal notice. County Manager explained Mr. Hemenway had discussed this action two to three years ago and that the County has since paid a substantial amount of money for fixes and most recently for soiled laundry and maintenance due to a water pipe bursting. Chanis explained there had never been a cost evaluation done, which evaluated if the rent collections covered the apartment expenses. Commissioner Nelson mentioned complaints he heard of serious draft issues. Chanis confirmed the most major issue is the steam heat and explained the heating system.

Chanis indicated a team from CHA would be visiting the County Complex April 27th and 28th to survey the buildings. He indicated he did not see any gain for the County to continue renting.

Commissioner Jarvis asked if they could wait until after the CHA visit, get a written report on the apartment, and then make a decision. County Manager and Chanis explained CHA report might not be ready for quite a while.

2:06 A motion was made, by Commissioner Nelson, to approve the Board signing the eviction letters. Commissioner Clarke seconded the motion. There was no further discussion. A voice vote was taken with Commissioner Nelson and Clarke in favor. Commissioner Jarvis apposed the motion.

Superintendent Hagar entered meeting.

AGENDA ITEM NO. 3 DOC REPORT

POPULATION

Superintendent Hagar discussed the DOC population. He indicated the census two weeks ago was up to 108, but had since decreased to 99, as many were given sentencing last week. The THU population decreased to six, with two on electronic monitoring.

FACILITY WORK

Superintendent Hagar explained they were working on spring landscaping: trimming trees within the fence perimeter. This work is being done through the Facilities Maintenance Department. There will be a paving project to expand parking lot in corner and resurface walkway, coming up in June.

PUBLIC RELATIONS

Three students from Claremont Middle School attended a job shadow day, April 13th, at the DOC. *Behavior Interventions (BI)*, out of Colorado, will be performing a case study on the Sullivan County DOC/THU; specifically on how it works and it's uniqueness to NH. The case study should complete within two weeks. Hagar indicated the case study would be on the BI website, which is also connected to the Corrections Connection site. Commissioner Clarke commended the work of the current DOC administration for this. Hagar indicated the County DOC video, discussed at a previous meeting, has been completed and is currently at the editing phase. This should be reviewed next week with Sgt. Roberts. The intention of video is to show what Sullivan County is doing through the THU and to share the ideas with other correctional

facilities.

STAFF

The 67th Correctional Officers Academy begins May 17th with the anticipated date of graduation June 10th. Officer John McCann will be attending. Bryant Brown is a new employee who just began field training last week. The DOC is in the process of filling four vacant positions.

EMERGENCY EVACUATION OF PRISONER

Hagar briefly discussed medical evacuation of one female prisoner on Apr 15th – due to a pre existing condition. The prisoner will remain at the hospital until the surgery is done. He noted the prisoner assumes all financial burdens since it's a preexisting condition.

Mr. Hagar left the meeting.

AGENDA ITEM NO. 5 NURSING HOME REPORT

ADMINISTRATION UPDATE

County Manager indicated interim Nursing Home Administrator, John Allard, was transferred to another nursing home and that another temporary interim administrator, Mary Johnson, arrives April 27th. He indicated she will remain until the County finds a permanent administrator. County Manager indicated there has been an appointment set for Friday, Apr 22nd, at 12:30 p.m. to meet with a tentative applicant. Commissioners were invited to attend.

CENSUS

Minute taker handed out the April 19th Nursing Home resident beds census which showed 132 beds filled: 105 Medicaid, 18 Private – above budgeted, 1 HCBC, and 8 Medicare.

HUMAN SERVICES

Minute taker handed out FY 05 Human Services Categorical. Commissioners and County Manager discussed.

SIDE NOTE

Commissioner Jarvis indicated she visited the County Nursing Home Sunday. She felt there might not be sufficient coverage, and heard there were four falls. She requested a copy of the incident report. It was noted there was a quarterly quality of care report provided to Commissioners and that County Manager will attain the incident report.

AGENDA ITEM NO. 6 COUNTY MANAGER'S REPORT

AGENDA NO. 6.A. MAY 13TH SUNAPEE TOWN OFFICIALS/GOVERNORS MEETING

County Manager discussed call received from Representative Gale regarding an upcoming meeting. Commissioners and County Manager were invited to attend a meeting that the Sunapee Officials – officials of the police/fire/public works/select board - will be attending on May 13th at 8 a.m. with Governor Lynch and Council in Concord. County Manager pointed out it would be a good opportunity to discuss budget items with the Governor, also.

AGENDA ITEM NO. 6.B. FY 06 PROPOSED BUDGET UPDATE

County Manager noted changes discussed during budget work sessions were given to Dodi Violette to enter. Commissioners decided to meet Monday, Apr 25th in Newport at 8:30 a.m. to review, prior to presenting to the State/County Delegation EFC.

AGENDA ITEM NO. 6.C. SAMHSA

County Manager talked about a \$1,000 grant received from SAMHSA (Substance Abuse and Mental Health Services Administration), which was sent to hold a *Reach Out Now Teach In*, which Ramona Berman, Sullivan County LADAC/Student Counselor, will handle May 2nd and 11th for Newport 5th grades at the Towle Elementary School. The funds were received as a result of a recommendation from Riley Regan of the *Governor's Commission on Drug and Alcohol Abuse Prevention, Intervention and Treatment*. A copy of the press release, regarding the Teach In event, was given to the Commissioners and James Lowe during the meeting.

AGENDA ITEM NO. 6.D. SHERIFFS OFFICE: FEDERAL ANNUAL CERTIFICATE REPORT

Minute taker handed the Chair the original federal annual certificate report, with copies to the rest of the Board and County Manager, for review and signature. The forms are a summary of the equitable sharing activity, which was noted as zero on both forms. Chair signed the two forms. (Copies on file).

SIDE NOTE

County Manager noted the County was being hit hard with serious illness medical claims. He indicated he'd be sitting down with Janice Bryk, Payroll Clerk – who oversees the fund account / self funded fund.

AGENDA ITEM NO. 7 COMMISSIONERS REPORT

Commissioner Clarke attended an all-day event with the University of NH President, Hart, where she visited certain spots in Sullivan County, from Claremont to Newport. He commended the UNH Cooperative Extension staff for the work they did in the organization of the event. He asked that "thank you" letters be written from the Commissioners. He also discussed Governor Lynch's visit to Claremont. He was elated to know there would be a satellite unit of higher learning located here in the county, but was disturbed on seeing a proposal arrive last week for medicaid reimbursement - where budget neutrality is listed, a surplus is now shown. He indicated the State now wants to put that surplus into some of the programs listed on the Human Services Categorical list the County Manager had disbursed earlier in the meeting.

Commissioner Jarvis indicated Representative Rodeschin wanted it known she was pleased the MacConnell Unit was to remain solely an Alzheimer's unit and not skilled nursing.

Commissioner Nelson confirmed he also attended the UNH President Hart visit and felt it was well received, with a good turn out of State/County Delegate members. Commissioner Nelson suggested a "thank you" to Fitz Vogt from Commissioners for providing refreshments for the event would be in order, also. Commissioner Nelson asked for status on Dr. Sterns plaque. Johnson-Callum confirmed she was still trying to gather information to create. Commissioner Nelson asked if they could change the date on the eviction notices to August 1st. Commissioner Clarke pointed out they would need to make a motion to reconsider.

2:50 A motion was made by Commissioner Nelson to reconsider action on the eviction letter for the County apartments. Commissioner Clarke seconded the motion. Commissioner Clarke pointed out that Commissioner Jarvis could not make this motion (when she attempted to) as she was not the one that original made the other motion. Motion passed with majority.

2:51 A motion was made by Commissioner Nelson to amend the motion to read August 1st as the eviction date on the letter. Commissioner Jarvis seconded the motion. There was no further discussion. Voice vote was taken and the motion carried with all in favor.

Commissioner Jarvis indicated she visited the Alzheimer's Unit and noticed the feeding was not completed until 2 p.m. and that a patient was still in bed at 10:30 a.m. Jarvis inquired on the status of the LNA course. County Manager confirmed the course was in its fourth week, of a six to eight week course. Comm. Jarvis inquired about the status of using agency nurses. County Manager confirmed it they are not being used, except on the 3-11 weekend shift. Comm. Jarvis inquired of antique maple sugaring equipment status, spoke of at a previous meeting. Comm. Nelson indicated he had heard nothing so far.

AGENDA ITEM NO. 8 PUBLIC PARTICIPATION

Commissioner Clarke acknowledged the two public participants, Mr. Girard and James Lowe.

Mr. Girard asked about the status of a check the County received last fall for 1 million – if it had been paid back to the taxpayers yet. County Manager and Board indicated there was no mechanism in place to pay it back, but that it's applied to reduce the taxes due the following year, with a large "chunk" to do deferred maintenance.

Mr. Girard asked about future work on the Maple Hill building. Commissioner Clarke discussed: the feasibility study to be done by CHA - who will be visiting the County buildings on Apr 27th and 28th, the funds for capital improvements - needed work on the Nursing Home kitchen and HVAC system. Mr. Girard indicated he was pleased to see a renewed interest in the Maple Hill building and that work would be done on the kitchen.

3:00 A motion was made to adjourn meeting to tour the new hospice room was made by Commissioner Nelson and seconded by Commission Jarvis. No discussion. Motion passed with all in favor.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ethel Jarvis". The signature is written in dark ink and is positioned above the printed name.

Ethel Jarvis, Clerk
Board of Commissioners

EJ/s.j-c.